



DISTRICT SITES SAFETY COMMITTEE

AGENDA

September 13th, 2013

Committee Members:

Colleen Leon – Annex
Mary Bender – ATTC
Appt. Pending – FS/DS

Noemi Elizalde – FS/DS
Steve Sutorus – FS/DS
Appt. Pending - PDC

Whitney Fields – EH&S
HR Rep. – Julia Sanchez

I. Introductions and Welcome

II. New Business

- Approval of Meeting Minutes – May 17th meeting
- Selection of 2013/2014, District-Sites, Safety Committee Chair/Co-Chair
- Update on the new Emergency Preparedness Manager
- October Shake-Out – Planning Committee Volunteers – Meet in October
- Update District Sites – Building Captains – Who Still Wants To Volunteer
- Community Emergency Response Training Update – Fall 2013
- Request for Training Topics for SC – 2013/2014 (First Responder, Bomb Treat, Etc.)
- Safety Program Overhaul/Consolidation On Campus Level – District-Site Plans?
- District Facilities Work Request Procedures
- Drafting of a District Sites Safety Committee Charter
- Discuss Measurable Safety Goals 2013/2014
- Campus Safety Training – September – M&O/Custodial/Grounds – Back/Ladder Safety/Laboratory Safety
- Global Harmonized System training by December 1st 2013 – OSHA mandated training – Online/Live options
- Quarterly Safety Inspections – September 2013 – See Attached Checklist
- Annual Chemical Inventory – Keenan & Associates – Starts, Thursday, 10/24 at 9AM (Stakeholder meeting at 8AM before Keenan starts at District Offices)
- Request for November 2013, Safety Committee Agenda Items
- Workers' Comp./Claim Report Summary – September 2013
- Distribution of new emergency preparedness back-packs for 2013/2014, District-Site, Building Captains

III. Round Table (Safety Committee Comments/Feedback)

- **Annex**
- **ATTC/PDC**
- **Human Resources**
- **Fiscal Services**
- **Facilities**

IV. Upcoming Training

- Keenan Training Online - Ongoing



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V. Injury/ Incident Review - Ongoing

- Summarized at each meeting

VI. Action Items

VII. Next Safety Committee Meeting Date: **November 8th 2013**, 2PM, HR
Conference Room #2